

**Architectural Review Board
Minutes
(Via Tele-Conference)
September 14, 2020**

MEMBERS PRESENT: Kristin McManus, Debra Smalls, Sally Gillespie, Lee Padgett, & Kevin Jayroe

MEMBERS ABSENT: Dwayne Vernon & Linda Abate'

OTHERS PRESENT: Tracy Gibson & Debra Grant

- I. **Call to Order**
- II. **Public Input: None**
- III. **Approval of minutes for August 4, 2020;** Ms. Gillespie made a motion to approve the minutes as submitted, seconded by Ms. Smalls; the motion carried 4 to 0 by a roll call vote. *(Mr. Padgett was not present at the August meeting)*
- IV. **New Business:**
 1. **Mr. & Mrs. Mark Davis** are requesting the approval to construct a second floor addition and attach a shed to an existing accessory building, and construct a gazebo in the rear yard at 226 Queen Street. **Tracy Gibson/City Staff** told the Board that the owners would like to add a second story to an existing accessory building and attach a storage shed, they would also like to construct a gazebo in the rear yard; the owners will be increasing the height of the fence in the back of the property, however the materials will remain the same; the shed that will be attached to the existing accessory building was granted a variance by the BZA on August 12, 2020. **Ms. Karen Davis/owner** said they respect the property and does not want to do anything that will not do it justice. They want to add a second story to the cottage to be able to make the building more functional. Ms. Davis said she included a picture from 115 St. James Street as an example of what she wants to do. The windows will be in kind to the main house and the roof will be metal also like the main house. The gazebo will be in the rear yard and will not be seen from the street. **Ms. Gillespie** asked the location of the fence. **Ms. Davis** said the fence section that will be raised will be the section in the rear only, it will be raised to 6 ft. **Ms. Gillespie** also asked for clarification on the roof line of the cottage. **Ms. Davis** said the roof will be raised to a 12/9 pitch, the dotted lines on the drawings show the interior of the second floor. The columns on the cottage will match the columns on the main house. **Mr. Jayroe** asked if gutters will be added. **Ms. Davis** said she does not know where to install the gutters, French drains might be added at a later date. **Ms. Smalls** asked the location of the gazebo. **Ms. Davis** said it will be between the table and the cottage, on the left. **Mr. Padgett** told the owners that the siding should have the smooth side out.

Motion: Mr. Padgett made a motion to approve the application as submitted, citing Design Standards for Residential Properties, Chapter 4; Section 20.0; page 83 (Garages, Sheds, Outbuildings, & Ancillary Outdoor Structures); seconded by Ms. Gillespie; the motion carried 5 to 0 by a roll call vote.
- V. **Board Discussions:** Ms. Gillespie asked about the project for 916 Front St. Mr. Jayroe said the wall/fences was not included in the Commercial guidelines, and the wall has been removed. A full set of plans for the entire project will be brought before the board for their input.

VI. Adjournment: With there being no further business the meeting was adjourned.

Submitted By,

*Debra Grant
Board Secretary*

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